



October 9, 2005

Ms. Karen Heil
Government Records Librarian, Middletown Thrall Library
11-19 Depot Street
Middletown, NY 10940

Dear Ms. Heil:

The U.S. Environmental Protection Agency, (EPA) is currently performing a time-critical removal action at the Westwood Chemical Corporation Site under the Comprehensive Environmental Response, Compensation and Liability Act (CERCLA). The CERCLA Removal Action is located in Middletown, Orange County, New York.

We appreciate having the public library as the designated administrative record facility for the Westwood Chemical Corporation Site. The enclosed record files, along with any future documents relating to technical activities at the site should be placed in the public library and be available for public review. The record files should be treated as a non-circulating reference and should not be removed from your facility.

By providing the public with greater access to these records, we hope that they will be better equipped to comment constructively about site activities and to understand the issues relating to the selection of the response action at the site.

Also enclosed is a fact sheet, "Administrative Records in Local Repositories", to assist you and your staff in answering questions posed by the public concerning administrative records for selection of response actions at Superfund sites. Please feel free to distribute this guide to the public.

To ensure the receipt of the administrative record file, I would appreciate your completion of the attached Document Transmittal Acknowledgment form. Please return this form in the enclosed self-addressed, stamped envelope.

Again, I would like to thank you for your cooperation with the U.S. EPA in serving as a Field Repository. If you have any questions or comments, please contact me at (732) 321-4356.

Sincerely,

Dilshad Perera
On-Scene Coordinator

October 9, 2005

From: Ms. Karen Heil
Government Records Librarian, Middletown Thrall Library
11-19 Depot Street
Middletown, NY 10940

To: Dilshad Perera, OSC
U.S. EPA Region II
2890 Woodbridge Ave.
Edison, NJ 08837

I acknowledge that I have received the following documents from the U.S. EPA Region II Office, pertaining to the Westwood Chemical Corporation Site.

Administrative Record Documents Numbers for the Westwood Chemical Corporation Site:

WCC1.1001-1.1006	WCC2.7009-2.7010	WCC10.4001-10.4002
WCC1.1007	WCC2.7011-2.7012	WCC10.6001-10.6002
WCC1.1008	WCC2.7013-2.7014	WCC10.6003-10.6011
WCC1.2001-1.2033	WCC2.9001	WCC10.6013
WCC2.2001-2.2023	WCC6.3001-6.3002	WCC10.6014
WCC2.2024-2.2026	WCC7.1001-7.1078	WCC10.6015
WCC2.2027-2.2029	WCC7.1079-7.1080	WCC10.6016
WCC2.5001-2.5012	WCC7.1081-7.1082	WCC11.2001-11.2002
WCC2.7001-2.7003	WCC7.1083	
WCC2.7004-2.7005	WCC7.2001-7.2014	
WCC2.7006-2.7008	WCC10.3001	

Signed: _____

Date: _____

Please return this form to:

Dilshad Perera, On-Scene Coordinator
U.S. EPA Region II
2890 Woodbridge Ave.
Edison, NJ 08837

NOTICE OF PUBLIC AVAILABILITY

The United States Environmental Protection Agency (EPA) announces the availability for public review of files comprising the administrative record for the selection of the removal action at the Westwood Chemical Corporation Site. The EPA seeks to inform the public of the availability of the record file at this repository and to encourage the public to comment on documents as they are placed in the record file.

The administrative record file includes documents which form the basis for the selection of a removal action at this site. Documents now in the record file include: Site Background and Inspection Reports, Action Memorandum, Sampling and Analysis Data Progress Reports, and the EPA regional guidance documents list. Other documents may be added to the record files as they become available. These additional documents may include, but are not limited to, other technical reports, validated sampling data, comments, and new data submitted by interested persons, and the EPA responses to significant comments.

The administrative record files are available for review during normal business hours at:

Middletown Thrall Library
11-19 Depot Street
Middletown, NY 10940
(845) 341-5454

U.S. EPA - Region II
Removal Records Center
2890 Woodbridge Avenue
Edison, NJ 08837
(732) 906-6980

Additional guidance documents and technical literature is available at the following location:

U.S. EPA - Region II
Removal Records Center
2890 Woodbridge Avenue
Edison, NJ 08837
(732) 906-6980

Written comments on the Administrative Record should be sent to:

Dilshad Perera
On-Scene Coordinator
Response and Prevention Branch
U.S. EPA - Region II
2890 Woodbridge Avenue
Edison, NJ 08837